



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान मोहाली

शिक्षा मंत्रालय, भारत सरकार द्वारा स्थापित

सेक्टर 81, नॉलेज सिटी, प० ओ० मनोली, एस० ए० एस० नगर, मोहाली, पंजाब - 140306

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI

(Estd. By Ministry of Education, Govt of India)

Sector-81, Knowledge city, PO-Manauli, SAS Nagar Mohali-140306, Punjab

PAN No. - AAAAI1781K GST No. 03AAAAI1781K2ZS

• Phone : +91-172-2240086 & 2240121 • Fax : +91-172-2240124, 2240266 • <http://www.iisermohali.ac.in> • Email: stores@iisermohali.ac.in

CPPP/Institute Website

IISERM (1386)20/21-Pur

28th December 2020

NOTICE INVITING E-TENDER

Online tenders are invited on behalf of Director, IISER Mohali in **SINGLE BID SYSTEM** for **PROVIDING OF LAUNDRY SERVICES FOR VISITOR HOSTEL** from reputed companies/ firms/ individuals/ societies etc. those are in the similar business at CPPP i.e. <https://eprocure.gov.in/eprocure/app>. Tender documents may please be downloaded from the E-procurement portal website <https://eprocure.gov.in/eprocure/app&> Institute website www.iisermohali.ac.in.

-sd-

(Mukesh Kumar)

Assistant Registrar (P&S)



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E-TENDER NOTICE

Tender Ref.- IISERM(1386)20/21-Pur

Dated :- 28th December 2020

Critical Date Sections

Sr.	Description	Date	Time
1.	Tender Publishing Date and time	28 th December 2020	6:00pm
2.	Tender Document download start Date & Time	28 th December 2020	6:00pm
3.	Bid Submission start Date & Time	28 th December 2020	6:00pm
4.	Bid Submission End date and Time	18 th January 2021	Upto 11:00am
5.	Tender opening Date and Time	19 th January 2021	At 11.30 am

Online tenders are invited on behalf of the Director, IISER Mohali in **SINGLE BID SYSTEM** for following item(s) from the original manufacturer/supplier at CPPP i.e. <https://eprocure.gov.in/eprocure/app>. Tender documents may please be downloaded from the E-procurement portal website <https://eprocure.gov.in/eprocure/app> & Institute website www.iisermohali.ac.in. Tender fee in shape of DD/Banker Cheque of Rs 590/- (Non-refundable) and EMD of Rs. 1000/- should be submitted by DD /Banker Cheque/FDR/ Bank Guarantee in favour of the Registrar, IISER Mohali payable at Mohali or through Online mode in Institute Account (Canara Bank Saving Account Number 4790101001912 and IFSC Code CNRB0004790). However, scanned copy of the both Tender Fee and EMD should be uploaded on website along with technical bid part. The hard copy of the same in original to be send to the address mentioned below duly superscribing the supply/work name and reference/ tender ID on the envelope and same must reach before opening the bid and if not received within due date the bid will be rejected summarily.

MSME/NSIC bidders are exempted from payment of Tender Fee/EMD as per GOI notifications/GFR (2017). Bidders will also be required to execute bond/undertaking Bid Security Declaration Form attached as ANNEXURE-A for availing exemption to submit EMD.

The Original EMD and tender fee should be sent to:

Assistant Registrar (S&P)
Indian Institute of Science Education and Research,
Mohali Sector 81, SAS Nagar, Mohali, Punjab,
India, Pin: 140306

Non-receipt of original EMD and tender fee will lead to rejection of tender.

Item Details:

Sr. No.	Details of Specifications	Qty.
1.	Providing of laundry services for VISITOR HOSTEL from reputed companies/ firms/ individuals/ societies etc.	As per list

LIST OF LAUNDRY

S. No.	Items	Estimated Volume Annually (approximate)*
1	Bed Sheets	3000
2	Pillow Cover	2200
3	Towels	2100
4	Small Towel	600
5	Dry cleaning of Woolen Blanket	80

* The volume may vary in view of present pandemic situation.

INSTRUCTIONS FOR BIDDERS:

1. All MSME/NSIC/Startup Units shall be considered as per provisions/rules prescribed by Govt of India.
2. Auto-extension of last date for E-Tenders has been activated by CPP Portal which has participation 2 bids or less.
3. **AWARD OF CONTRACT: PLACEMENT OF ORDER**

The INSTITUTE shall consider SERVICE CONTRACT of laundry services of those bidders whose offers have been found technically, commercially and financially acceptable. The INSTITUTE reserves the right to counter offer price(s) against price(s) quoted by any bidder.

4. PERFORMANCE BANK GUARANTEE & EXECUTION OF CONTRACT:

4.1 Firm whose offer is accepted will have to furnish Performance Security of an amount equal to 3% of the value of contract, in favour of REGISTRAR IISER MOHALI issued by any scheduled bank.

4.2 The performance Bank Guarantee submitted should be valid for Contract period plus three months.

4.3 The Performance Bank Guarantee shall be refunded within 15 to 90 days after completion of the contract as per order, or after the expiry of contract on satisfactory completion of the same whichever is later.

4.4 No interest will be paid on Performance Security.

4.5 In case of breach of any terms and conditions of the contract or on unsatisfactory performance, the amount of security deposit shall be liable forfeited by DIRECTOR IISER MOHALI and his decision shall be final

4.6 The expenses of completing and stamping the agreement shall be paid by the bidder.

SUBMISSION OF TENDER

- I. All bid/ tender documents are to be uploaded online at Central Public Procurement portal i.e. <https://eprocure.gov.in/eprocure/app> only and in the designated cover/ part on the website against tender ID. Tenders/ bids shall be accepted only through online mode and no manual submission of the same shall be entertained except tender fee and EMD. Late tenders will not be accepted.
- II. The online bids shall be opened at the office of the Assistant Registrar (P&S), IISER Mohali, on above given date and time. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be attended on the next working day at same time and place. IISER Mohali will not be responsible for any error like missing of schedule data while downloading by the Bidder.
- III. The bidder shall upload the tender documents duly filled in and stamped by the authorized signatory on each and every page. Tender not submitted/uploaded in the prescribed form and as per the tender terms and conditions shall be liable for rejection.
- IV. The bidder shall upload scanned copy of the PAN Card, GST number duly signed and stamped. **Also bidders applying against ‘MSME/NSIC Certificate’ issued by appropriate Authority, should ensure that the certificate attached is relevant to the area of service/supply. For example, If the tender is for “supply & installation of Desktop” the certificate should be issued for activity/area of “Computer supply and services activities etc” otherwise bid will be REJECTED without prior notice.**
- V. The bidder shall upload scanned copy of the PAN Card, GST number duly signed and stamped.
- VI. E-procurement system ensures locking on the scheduled date and time. The system will not accept any bid after the scheduled date and time of submission of bid.

INSTRUCTIONS

1. The Online bids should be submitted directly by the original manufacturer/supplier, If quotation is submitted/filled by any representative/agent/dealer then they must upload a authority certificate from the principal company for quoting the price otherwise such quotation will be rejected.
2. The quantity mentioned in this inquiry is and shall be deemed to be only approximate and will not in any manner be binding on the Institute. Before the deadline for submission of the online bid, IISER Mohali reserves the right to modify the tender document terms and conditions. Such amendment/modification will be notified on website against said tender ID.
3. The rates offered should be FOR Chandigarh/Mohali in case of firms situated outside Chandigarh/Mohali, and free delivery at the Institute premises in case of local firms. Supplier from outside India should mention the Ex-works/FOB/FCA/CIF/CIP price clearly. Conditional tenders will be summarily rejected.
4. In case of Ex-godown terms the amount of packaging forwarding freight etc. should clearly be indicated by percentage or lump sum amount. Institute has policy not to make any advance payments towards any purchase, Letter of credit can be opened if required.
5. THE INSTITUTE IS EXEMPTED FROM EXCISE AND CUSTOM DUTY under notification no- TU/V/RG/-CDE(1062)/201 CUSTOM DT.30.08.2016.
6. Tax: This Institute is not exempted from the payment of GST. The current rate (i.e. percentage of GST should be clearly indicated included or excluded) wherever chargeable.

Please also provide/upload the copy of PAN card, GST number duly self-attested.

7. Bidder/s quoting in currency other than **Indian Rupee (INR)** should explicitly mention the currency in which tender quoted wherever applicable in Technical Bid along the tender documents.
8. The delivery period should be specifically stated. Earlier delivery will be preferred.
9. The firms are requested to provide/upload detailed description and specifications together with the detailed drawings, printed leaflets and literature of the article quoted. The name of the manufactures and country of manufacture should also invariably be stated. In the absence of these particulars, the quotation is liable for rejection.
10. Validity of offer: 90 days. The warranty period(if applicable) or Performance security after satisfactory installation should be mentioned and firm should replace all manufacturing defect parts/ whole item under warranty without any extra cost including clearance, freight, taxes. Security deposit/ Bank Performance Guarantee @ 3% of the value of supply order, in terms of *Ministry of Finance, DoE, GOI, OM. No. F.9/42020-PPD dated 12-11-2020 and* as per norms may be sought from the firms.
11. The right to reject all or any of the quotation and to split up the requirements or relax any or all the above conditions without assigning any reason is reserved by the IISER Mohali. For any corrigendum and addendum please be checked the website <https://eprocure.gov.in/eprocure/app> and <http://www.iisermohali.ac.in>
12. Disputes, if any, shall be subject to jurisdiction in the court of Mohali only.

–sd/-

(Mukesh Kumar)
Assistant Registrar (P&S)

ANNEXURE-I

Bid Securing Declaration Form

Date: _____ E-Tender No. _____ E-Tender ID _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders. I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)

PS: *Furnish the above in original stationary/letter head with signed and sealed.*